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JOBS FOR VETERANS

DoD Holds Job Info Fairs Throughout Europe, Asia

THE NATION'S FUTURE will rest in the abilities of its veterans, symbolized here by the hands of a U.S. Navy patternmaker student at San Diego Naval Station. A number of DoD and other Government agency education, training and job referral programs are helping thousands of veterans and soon-to-be-separated Servicemen gain knowledge and skills needed to perform meaningfully productive and economically worthwhile work in civilian life. (Official U.S. Navy Photo)

A series of "Job Information Fairs," co-sponsored by the Department of Defense, and the National Committee—Jobs for Veterans, are being conducted on a number of U.S. military bases throughout the world in support of President Nixon's special programs to assist returning Servicemen.

Recently, Job Information Fairs were held at bases in Asia (Sept. 18-29), and another series of Job Fairs is being held in Europe through October 27.

Personnel representatives from many of America's major companies and associations have been—and are—meeting with Servicemen to acquaint them with the current employment situation in the United States, to emphasize career opportunities that are available in a variety of industries, and to alert them to skills, education and training needed to find jobs. The U.S. Air Force has been designated as executive agent for the Department of Defense to coordinate and operate the Job Information Fairs throughout the Pacific area.

James F. Oates, Jr., National Chairman—Jobs for Veterans, was scheduled to be on hand for the opening job counseling sessions that took place at military bases near London and Frankfurt. Mr. Oates, retired board chairman of the Equitable Life Assurance Society, was named by President Nixon to head up the Jobs for Veterans campaign in October 1970.

Companies and associations that participated in the job information events were: The American Bankers Association, American Hotel/Motel Association, American Telephone and Telegraph Company, Bankers Trust Company, Borden, Inc., Caterpillar Tractor Company, Cummins Engine Company, The National Association for the Advancement of Colored People, Firestone Tire and Rubber Company, General Electric Company, General Motors Corporation, Goodyear Tire and Rubber Company, Humble Oil and Refining Company, The International Association of Chiefs of Police, International Business Machines, International Brotherhood of Teamsters, J. C. Penney Company, Metropolitan Life Insurance Company, Mobil Oil Corporation, National Association of Homebuilders, National Automobile Dealers Association, The Trane Company, Travelers Insurance Company, United Parcel Service, Westinghouse, Xerox Corporation and The National Institutes of Health (HEW).

Several information fairs were held at: Tachikawa AB, Japan, September 18-19; Osan AB, Korea, September 20; Yongsan, Korea, September 21; Camp Casey, Korea, September 22; Camp Sukiran, Okinawa, September 25-26; Clark AB, Philippines, September 27-28; and Subic Bay Naval Base, Philippines, September 29. Approximately 300 military personnel attended each of the 19 sessions.

The Information Fairs were scheduled at each of the following locations: Mildenhall AB, England, October 16-17; Wuerzburg, Germany, October 19-20; Baumholder, Germany, October 24-25; and Naples, Italy, October 26-27. Approximately 300 military personnel are expected to attend each of the 17 sessions.

Inter-agency teams, stationed in Europe and composed of counselors from the Labor Department and Veterans Administration, are on hand at each session of the Fairs to offer advice and assistance on Government programs and benefits for veterans.

Servicemen and women from all four Services are being provided with information on present and anticipated manpower demands in a broad range of industries and civilian occupations. The primary emphasis in the Job Information Fairs is on giving soon-to-be-separated Servicemen counseling and information on the job market in the United States.

JOB FAIR DISCUSSION. Army Specialist Fourth Class Richard N. Watson (left), Headquarters and Headquarters Company, 4th Battalion, 64th Armored Brigade, 3d Armored Infantry Division, Aschaffenburg, Germany, tells Lieutenant General Charles W. Eifler, U.S. Theater Army Support Command, Europe, Commanding General, what kind of job he hopes to land on his separation from the Army next fall. SP4 Watson was one of some 300 enlisted men and officers who recently attended the first session of the USAREUR General Education Development (GED) agency's Job Information Fair held in Frankfurt, Germany. More than 20 representatives from U.S. corporations and firms told attendees what kind of jobs and what qualifications industry is looking for in the people it is hiring. (Official U.S. Army Photo)

However, it is expected that company and association representatives have at least 9,000 job openings available for referral.

Each Fair session begins with an introduction of the business representatives and a general orientation outlining the purpose of the Fairs. Following that, the Servicemen are given an opportunity to meet individually, or in small groups, with representatives of their choice who give them specific information and respond to their questions.

The Asian Job Information Fairs were a follow-up to a prototype program held in March at four different U.S. military bases in Germany. Nearly 6,000 personnel attended those job counseling sessions which were considered a success by both the business representatives and attending servicemen.

COMMANDERS DIGEST

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Initiated by President Nixon

JFV Program: A Multi-Departmental Operation

Throughout its history, the United States has recognized a special obligation to the men and women who have served in its Armed Forces. In keeping with that tradition, and in view of special employment problems facing Vietnam-era veterans returning to a tight labor market, President Nixon has initiated several significant actions to provide veterans with the maximum job and training opportunities.

On October 15, 1970, the President named James F. Oates Jr. as National Chairman, Jobs for Veterans, to be assisted by a National Advisory Committee composed of 112 leaders from Government, business, labor and other organizations. The Departments of Labor, Defense, and Commerce and the Veterans Administration provide staffing and administrative support for the national effort and coordinate efforts of the Federal Government.

Jobs for Veterans is a promotional and coordinating campaign committed to improving job and training opportunities for all veterans, with particular emphasis on those veterans with special needs—the disabled, and those young veterans who have no civilian skills. The program has undertaken to:

- Increase national awareness of the veteran as a job candidate by emphasizing the skills and abilities he brings to the civilian employment market;
- Improve utilization of existing programs that can link the veteran with job and training opportunities, redirecting emphasis where appropriate;
- Stimulate the formation of action groups at the State and Local levels to marshal available resources; and
- Encourage public and private employers to seek out and hire veterans.

Significant progress has been made toward meeting those basic objectives. Through extensive publicity and advertising—including special mailings to the Nation's employers—the veteran and his potential as a productive employee have been dramatized. From coast to coast, messages prepared by the Advertising Council are aired on radio and television stations, and many stations have developed public service programming which features veterans looking for jobs. Billboards and posters urge employers, "Don't Forget—Hire the Vet." Free classified and display advertising is running in dozens of newspapers and magazines. The problem of the returning veteran has made headlines. Reports reaching Jobs for Veterans, including a recent study by opinion pollsters Louis Harris and Associates, Inc., indicate that a very high awareness exists among employers and the general public on the unemployment problem among Vietnam-era veterans.

Response to the Jobs for Veterans program—which has had the full support of organized labor, and business, civic, educational and veterans organizations—has been gratifying. The program has taken hold at the local level, with widespread promotional efforts in all 50 states and more than 500 cities.

Jobs for Veterans task forces have been established by the governors of 27 states and by the mayors of more than 300 cities. The job skills of returning Servicemen have been highlighted, training programs which can benefit employers have been publicized, community involvement has been generated, and mechanisms to link veterans with available jobs have been improved. Public and private employers have responded to the effort by increased hiring of veterans, and by establishing on-the-job training positions for veterans.

The President acted again in June 1971 to find more job and training opportunities for Vietnam-era veterans through intensified Federal efforts. As a result, progress has been made on six fronts:

- The Department of Defense has expanded the TRANSITION Program to provide additional counseling, training and placement assistance to separating Servicemen;
- The Department of Labor and the Veterans Administration have increased the number of training opportunities for veterans;
- Veterans services related to jobs and training have been reemphasized and revitalized in State Employment Service offices;
- As a result of Executive Order 11598, which requires certain firms holding Federal contracts or subcontracts to list job openings with the State Employment Service, an increased number of job opportunities are being made available to veterans;
- Special services by the Department of Labor and the Veterans Administration are provided to Vietnam-era veterans who have been unemployed three months or longer; and
- The National Alliance of Businessmen is making substantial progress in meeting its goal of finding jobs for 100,000 veterans.

The six-point program was further supported by the veteran priority provi-

From The National Director—Jobs For Veterans

"We of the Jobs for Veterans National Committee have been informing employers about the valuable skills and training which servicemen receive during their years in the armed forces.

"I have been particularly impressed by the Transition program of the Department of Defense. The training and counseling which it provides has helped many former servicemen to find rewarding and productive peacetime careers."

James F. Oates, Jr.

sions of the Emergency Employment Act, signed in July 1971. It is expected that over one-third of the estimated 130,000 City and State government jobs created by the act will be filled by veterans.

The unemployment rate for veterans aged 20-29 averaged 8.8 percent in 1971, compared with 6.9 percent in 1970. Among the veterans in ages 20-24 the rate averaged 12.2 percent, and in ages 25-29, 5.7 percent—both up by about one-third over the year. By the fourth quarter of 1971, however, the veterans' unemployment rate began to show improvement; their rate at year-end was the same as in fourth quarter 1970, in contrast to substantially higher rates in the earlier quarters of 1971.

Despite those encouraging indications, much remains to be done. The unemployment rate for veterans is still greater than for nonveterans of comparable ages. Disabled veterans, veterans from minority groups, and those veterans with limited educational backgrounds, are experiencing extra difficulties in finding their rightful places in our economic system. They deserve and need special attention. Department of Defense programs for early release of military personnel during the first six months of 1972 will add substantially to the ranks of returning veterans seeking jobs.

During 1972, Jobs for Veterans will accelerate its promotional activities to maintain and build on the momentum that has been generated. Employers and citizens from all walks of life are urged to give the program their full support.

SUPPLEMENTAL BENEFITS: GI Bill

Since World War II

GI Bill Still Mainstay for Job Training, Education

The current "GI Bill" provides for allowances paid by the Veterans Administration (VA) to veterans enrolled in state-approved programs of training or apprenticeship. This immediately becomes an incentive to the job seeker, if he is an eligible veteran with post-Korean service; the single veteran can receive $108 per month for the first six months, $81 per month for the second six months, $54 per month for the third six months, and $27 per month for the remaining period. Additional amounts are paid when the veteran has dependents.

Jobs requiring special skills can be filled by veterans who will be trained to the exact specifications of the business, and the employer need not pay a journeyman's salary before the veteran is fully qualified. An approved program is of equal benefit to the veteran, enabling him to learn a new skill, and increasing his financial security until he is fully qualified.

Any employer with job openings which require at least six months' training (not more than two years), or apprenticeship training (which may exceed 2 years), may wish to apply for State approval so that veterans can receive GI Bill benefits. The agency with that responsibility varies from state to state. In California, it is the Department of Industrial Relations at San Francisco; in Texas, it is the Texas Education Agency at Austin; in New York, it is the State Labor Department at Albany. State Employment Service or VA offices can direct employers to the proper agency in their respective states.

To be approved, an *apprenticeship* program must meet the standards of apprenticeship published by the Secretary of Labor. They include such requirements as organized instruction in technical subjects related to the trade, a work schedule which will include training on the job, a progressively increasing schedule of wages, non-discrimination in all phases of apprenticeship employment and training, and several others.

Requirements for approval of *other* on-the-job training programs may vary slightly from state to state, according to standards set up by the state approving agency. However, the following *are required* for other than apprenticeship programs:

- A well-defined job the trainee will reach and be offered with reasonable certainty;
- Beginning wage at least half of the target salary, to be increased to at least 85 percent of a journeyman's wage by the last month of training;
- At least six months' training—not more than two years;
- Provision for related instruction when needed;
- Adequate training course content, equipment, and qualified instructors; and
- Individual training agreement for each veteran and maintenance of progress records.

SUPPLEMENTAL BENEFITS: Transition Program

During Last Six Months of Duty

Transition Program Offers Pre-Discharge Training

The purpose of the TRANSITION Program is to provide maximum guidance and training or educational opportunities to Servicemen during their last six months of duty in order to prepare them for a productive reentry into civilian life.

The program operates on a decentralized basis at bases in the Army, Navy, Air Force and Marine Corps all over the world. Servicemen are contacted normally six months prior to separation and offered help in planning their future careers.

TRANSITION provides training and educational assistance primarily to those individuals most in need of training in order to make a proper readjustment to civilian life. Vocational counseling is made available to all individuals scheduled to return to civilian life.

Priority in the program, particularly with respect to entry into training courses, is given in the order below to those enlisted personnel who:

- Are disabled;
- Are ineligible to reenlist;
- Entered Service with no civilian job experience and who did not acquire a civilian-related skill during their period of active duty;
- Served almost exclusively in the combat type military specialties;
- Have low educational achievement;
- Desire upgrading of their military skills which are civilian-related;
- Require refresher training in civilian skills acquired prior to service;
- Are retiring and desire to obtain a useful civilian skill;
- Desire assistance in gaining civilian job information concerning the use of their military-acquired skills;
- Are inadequately proficient in their service skills to be able to readily obtain civilian jobs; and
- Were trained in a skill with limited marketability in their home communities.

TRANSITION PROGRAM SESSION. Getting valuable tips on auto body work, a Navy Seaman listens as a skilled workman in a Newport, R.I., auto dealership demonstrates a fine point of sanding a body panel. (Official U.S. Navy Photo)

TRANSITION emphasizes four basic items: counseling, skill training, education and placement.

Each Serviceman or woman with one to six months' service time remaining completes a questionnaire containing information about his background and interests. One or more counseling sessions are set up to discuss the Serviceman's qualifications, his objectives, and his career prospects and to display to the Serviceman the array of alternatives open to him. TRANSITION training or education may be alternatives. A third may be reenlistment. A fourth may be to pursue benefits of the GI legislation. A fifth may be to seek aid in appraising the skills acquired during military service in order to prepare him for the most favorable placement in the civilian job market. The advantage of such counseling, well in advance of separation, is the opportunity that it affords the Serviceman to think carefully about his future. At no other time will there be available to a counselor the wealth of personnel data upon which to help the man make critical decisions.

Skill Training/Education

The skill training provided in TRANSITION comes from three sources:

- **Military**—existing formal school courses, on-the-job training programs on military installations in skills which are civilian-related, and programmed learning courses which can be individually pursued.

- **Local, State and Federal Governments**—courses established on or off-base through the facilities of local governments, Departments of Labor and Health, Education and Welfare, the U.S. Postal Service, appropriate State agencies, and agencies of the Federal Government which have large employment demands. Manpower Development Training Act (MDTA) programs are utilized.
- **Private Industry**—courses to meet specific employment requirements. Companies are given the opportunity to train Servicemen prior to their release, on or near a military base, in skills for which they have a specific job requirement. Such training may be through formal classes or on-the-job.

The skills for which men are trained reflect the desires of the individual, the requirements of the potential employers and employment estimates supplied by Federal and State agencies through the facilities of the Department of Labor. The aim of the program is to provide the returning Serviceman with a marketable skill which will enhance his chances of good employment. Individuals are counseled to consider the skills which are needed in the areas to which they are returning in the selection of training options.

Some men require further education. The program identifies those in need of educational upgrading. It assists in placing those who desire it in General Educational Development (GED) programs which will upgrade their educational status to the completion of 8th grade or high school equivalency, as needed, or provides them specific academic subjects needed in a particular occupation, e.g., mathematics. Educational programs are related to enhancing job opportunities. Certain programs are developed with colleges which lead to careers in the public service. Other college programs provide in-service college level remedial courses for individuals who never thought about going to college.

Some men require *both* education and skill training. In such cases the counseling program assists them in selection of the best path within the service time remaining.

System for Training or Education

Individuals take the offerings during duty hours or after normal duty hours if the local command cannot accommodate released time, or a combination of both depending upon policies established by the individual base and the military service. Individual arrangements are made between a company and the base for the time and facilities needed to conduct the formal or "on-the-job (OJT) programs. OJT type training, on or off-base, by military or private resources, is encouraged since it provides for greater flexibility and greater "hands on" opportunity. Programmed learning materials are used to facilitate training of individuals or small groups and to extend the number of training opportunities. The latter approach is used where there are insufficient personnel to establish regular courses.

The major thrust in the training area is to involve American industry to the maximum in providing skill training for jobs for which it has a specific requirement. If a serviceman receives such training and a placement opportunity prior to separation, he is in a good position for making a sound reentry into the civilian economy.

Educational programs are principally arranged through the facilities of the base education office.

Skill Centers

Some military personnel, particularly those in greatest need of counseling and skill training, and those assigned to locations where setting up a full TRANSITION Program is not practicable, are given the opportunity to be assigned to special Skill Centers. These Centers have been established at selected military installations in the continental United States. Men volunteering for this special program and meeting the criteria set by each of the military services are sent to the Centers for a period of 60 days prior to their release. They receive concentrated full-time counseling training, education and placement assistance offered through TRANSITION.

Examples of Skill Center Courses

Public Service
Correctional Rehabilitation
Law Enforcement
Postal Workers
Pollution Control

Industry or Union Sponsored
Aluminum Siding Application
Appliance Repair
Auto Mechanic
Bricklaying
Carpentry
Data Processing
Drafting
Metalsmith
Office Machinery Repair
Pipefitting
Radio/TV Repair
Restaurant Management
Retail Sales
Telephone Lineman
Welding

Placement

Through the facilities of the Department of Labor and State and Local agencies, the local regional and national job opportunities are made known to the counselors at each military installation where TRANSITION training is conducted. In addition, the local, regional or national industrial community augments the employment information provided through Department of Labor sources. Attempts are made to provide more direct means to link the business community with the military manpower resource and individual employers may make arrangements with TRANSITION offices to speak with and interview men about to leave military service.

The intent of the placement program is to make the job opportunities in the area in which the Serviceman intends to reside known to him prior to his release from active duty. Mobility is encouraged in those cases where a Serviceman may be returning to a critical employment area.

Interagency Cooperative Efforts

The Departments of Labor and Health, Education and Welfare and the Veterans Administration are giving significant support to the TRANSITION effort. Representatives of these agencies are providing information on veterans benefits, job opportunities and educational careers to service personnel at military installations in the continental United States.

In overseas areas, 3-member teams, representing the aforementioned agencies, travel to military bases providing group briefings and individual career counseling to service personnel. The teams supplement the services given by the TRANSITION Program and provide tangible proof that the civilian community is ready to help the Servicemen on their return to the United States.

Transition Provides Counseling, Education, Training and Placement

TRANSITION—begun by the Department of Defense in January 1968—is aimed at preparing military people for their return to the civilian community. During their final six months in the Armed Forces, Servicemen and women who qualify for TRANSITION are provided vocational counseling, education, skill training and job placement assistance.

Since TRANSITION was established, 4.8 million men and women have been released from active duty. An estimated 604,000 will be added to that total during Fiscal Year 1973. Department of Defense officials say about 75 percent of those released have acquired military skills which apply directly to the civilian labor market.

More than a quarter—1.45 million—of those separated since 1968 have received counseling through the TRANSITION program. Actual job training has been given to 245,000. Under the President's six-point program to ease Vietnam-era veterans' unemployment, TRANSITION has been expanded with emphasis being put on job placement assistance.

While TRANSITION programs naturally vary from base to base depending on such factors as availability of facilities and personnel, base population, mission demands and geographical location, all are concerned with the four basic goals of counseling, education, training, and placement.

Employers interested in obtaining more information about the TRANSITION Program should write National Committee—Jobs for Veterans, 1400 Wilson Blvd., Arlington, Va. 22209.

Summary

The TRANSITION Program is designed to bring to the Serviceman, prior to his separation, the maximum number of resources available in the private and public sectors. The Department of Defense operates as a catalyst to bring this about. It does not itself duplicate the functions of government services and the training resources of industry but merely serves to make them more readily available prior to discharge.

Course offerings depend upon the resources which become available through the cooperative efforts of public sector (Federal, State, and Local governments, schools and colleges) and the private sector (business and industry, labor and management and private educational institutions).

The Program:

- Is reaching many men at a very critical point in their lives when they want to build upon their recent military service in the very best way possible;
- Is increasing the services to the veterans at the very time when they need the opportunity to reflect positively on the kind of aid they may desire;
- Helps to counterbalance immediately some slippage in concern for the returning soldier, sailor, airman, or marine at a time when attention is focused upon other pressing problems;
- Provides to the men while still in uniform, a very meaningful expression of the public interest and concern for their immediate future in a manner heretofore not demonstrated to the returning Serviceman;
- Enables the Serviceman to make rational choices in a favorable decision-making climate, while he still has the security of the uniform, including the opportunity to take a hard look at the realities of civilian life, weighing his goals against his own capabilities and making an important decision concerning continuing his career in the Armed Forces;
- Provides an opportunity for those who would otherwise be returning to a critical urban or rural environment to make a choice for mobility and follow a good industry job to a new community;
- Helps universities and colleges to provide innovative programs to men who may never have sought such training under the GI benefits;
- Enables American industry to convert to immediate use a very ready, capable, and interested manpower pool.
- Enables the Armed Forces to offer a recruiting incentive to all prospective applicants by providing not only a career program with security, but an option for closing the loop back to civilian life with an educational or training advantage for all personnel when they leave the Service at the conclusion of their military obligation;
- Permits Federal agencies, as well as Local and State governments, to give wider and more immediate support to the Servicemen in the fields where they have the responsibility and capability;
- Lays the basis for a more meaningful use of GI benefits to those individuals who most need to consider the value of these benefits;
- Enables those who have developed or realized their leadership potential while still in uniform to give more positive expression to this capability by training in public service or other occupations where the leadership quality can be fully utilized;
- Eliminates the possibility for some men entering the category of disadvantaged by giving them the opportunity to become immediately self-sufficient;
- Permits training or job placement of Servicemen in areas of public service such as law enforcement, pollution control, and health and medical fields—thus, relating the men to areas of public interest and concern; and
- Enables many men who would otherwise spend long periods in job searching to acquire skills and enter immediately into active roles as contributors to American economic life.

Further information concerning participation in the program may be obtained by writing to:

Director, Training Programs
Office of the Assistant Secretary of Defense (M&RA)
The Pentagon
Washington, D.C. 20301

35 Programs

Veteran-Related Job Programs Detailed

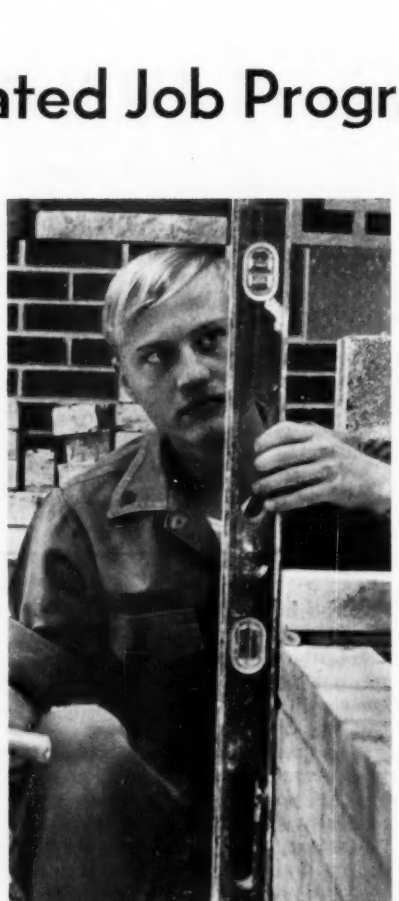
The Jobs for Veterans program was initiated by President Nixon in October 1970 as a Nationwide effort to increase employers' awareness of the veteran as a job candidate and to increase the utilization of existing programs that are designed to assist the veteran and link him with job and training opportunities.

Individual states, cities and communities, as well as public and private employers, have been urged to re-examine the total range of resources available to accomplish that goal, including the more than 35 programs summarized in this article. Collectively, those programs, costing billions of dollars, represent a major resource of the Jobs for Veterans campaign.

On June 11, 1971, the President called for intensified Federal efforts to find jobs and training for veterans of the Vietnam era. These include involvement of the National Alliance of Businessmen (NAB); augmentation of training opportunities administered by Federal agencies; special services for Vietnam-era veterans who have been unemployed over three months; and certain steps to increase the effectiveness of the U.S. Training and Employment Service. All Federal agencies have taken steps to strengthen and expand veterans assistance programs in their areas of responsibility.

Although the major veterans programs are administered by the Department of Labor, the Veterans Administration and the Department of Defense, several other agencies also offer significant job training, counseling, testing and placement assistance to veterans. Government programs are listed beginning on the next page under the names of the administering agencies.

In addition to Federal programs, there are countless efforts at the State and Local levels, and many programs sponsored by private organizations. A few such programs are listed in this article but many other organizations, such as the American Red Cross, Chamber of Commerce, United Services Organization, National Association of Collegiate Veterans, and civic clubs such as Kiwanis and Rotary, are also making a significant contribution through their local chapters.



NEW SKILL. A soldier/student, enrolled in a Fort Bragg, North Carolina, Transition Program masonry and bricklaying course, checks the accuracy of his work with a bubble level.
(Official U.S. Army Photo)

This article, while not official, has been prepared by the staff of Jobs for Veterans as a service to those wishing to become more knowledgeable about opportunities available to veterans. Since many of those programs are constantly being reappraised and changed, this issue of COMMANDERS DIGEST should be used only as a guide.

This article updates the pamphlet, "Job-Related Programs of Interest to Veterans," issued in January, 1971. Summaries printed herein may be reproduced by any interested group or individual without permission from Jobs for Veterans.

U.S. Civil Service Commission

This agency acts as the central personnel office for the Federal Government, in charge of recruiting and examining, and overseeing retirement, life insurance, medical and health programs for employees under its jurisdiction. The Civil Service Commission gives preference to qualified veterans in a number of ways—special appointments, competitive examinations, lists of applicants on job registers, retention rights when a reduction in force takes place, right to file application after closing date of examination in certain cases, crediting active military service time toward experience required for certain jobs, and others.

Source of more information:

Regional and Area Civil Service Commission offices
or
U.S. Civil Service Commission
Washington, D.C. 20415

U.S. Department of Labor, in Cooperation with Individual State Employment Agencies

By law, each of the 2,200 state employment service local offices provides priority in job referral and counseling services to veterans seeking employment assistance, with preferential treatment for the disabled. All local employment service offices designate at least one staff member as a veterans employment representative, with the responsibility for serving veterans and insuring that the intent of laws covering veterans' priority and preferential treatment in services is effectively carried out. In addition, visits are made to military bases and veterans hospitals to explain the services which are available and to provide assistance to disabled veterans and Servicemen. All offices maintain current job listings; over 100 cities have computerized job banks. There are plans for statewide job banks in every state by the end of 1972.

Source of more information:

Local State Employment Service Offices
or
Veterans Employment Service
Manpower Administration
United States Department of Labor
Washington, D.C. 20210

U.S. Department of Defense

The REFERRAL Program and the TRANSITION Program are the major Defense programs designed to improve the employment opportunities of ex-Servicemen. The REFERRAL Program is aimed at career Servicemen retiring after 20-30 years. Through a computer facility the qualifications of participating Servicemen are matched with job orders submitted by interested employers. The TRANSITION Program provides separating Servicemen, during their last six months of duty, with the opportunity for counseling, training and education, and job placement assistance to aid them in a re-entry to a productive civilian life.

Source of More Information

Director, Training Programs
Office of the Assistant Secretary of Defense (M&RA)
The Pentagon
Washington, D.C. 20301

Veterans Administration

VA-administered U.S. Veterans Assistance Centers (USVACs) where established to provide "one stop" service for recently separated veterans by bringing together VA and other agency representatives (U.S. Department of Labor through its State Employment Service Offices, and the U.S. Civil Service Commission) to furnish the full range of job, training, and other readjustment benefits. Fifteen USVACs have full-time social workers to assist veterans with special problems. In centers where interagency staffing is not feasible, a personalized referral system has been set up, and in some cases VA job and job training banks have been established. Seventy-one USVACs are in operation; all but two are part of the VA office.

In addition to VA offices in the U.S., VA representatives are stationed in Southeast Asia (including Vietnam) and Europe as part of a team to familiarize men still in service with their benefits. VA representatives are also assigned to 300 military separation points and 184 military hospitals in the U.S. Contact is made in writing with each separatee via a series of personalized letters. By enabling veterans to plan in advance to take advantage of the many available opportunities, these programs encourage the fullest development of educational and vocational potential.

Source of more information:

Local USVAC or VA offices
or
Veterans Administration
810 Vermont Avenue, N.W.
Washington, D.C. 20420

Department of Veterans Affairs in Each State

Each State government includes a Department of Veterans Affairs (DVA), whose director reports directly to the governor. This agency is responsible for assisting veterans with benefits granted by state law and also aids in implementing national veterans programs. Administration of state bonuses, tax forgiveness or rebates, veterans preference in homestead laws and state civil services, liaison with state and public health services, and cooperation with the Veterans Administration and state employment service offices are typical activities of DVA staffs. In some instances, state old soldiers' homes and domiciliaries are administered by these departments. DVA representatives are usually headquartered at county courthouses or in state administration buildings located in metropolitan centers.

Source of more information:

State Governors
or
Mr. O. C. Ball
President, National Association of State Directors of Veterans Affairs
P.O. Box 53067, Capitol Station
Oklahoma City, Oklahoma 73105

There are several planning vehicles which are used to implement the various federally connected manpower programs. Although they are not programs in themselves, a basic knowledge of how they operate is useful in understanding the interrelationship of government-funded manpower programs connected with Jobs for Veterans. These include Manpower Development and Training Act (MDTA), Career Opportunities Program, New Careers, Police Manpower, Transition Program, Public Service Careers, Water Pollution Control and many others.

The planning system most closely associated with Jobs for Veterans has been the Cooperative Area Manpower Planning System (CAMPS). Two other planning vehicles are Concentrated Employment Program (CEP), and Concerted Services in Training and Education (CSTE). Brief descriptions of these systems follow. For more information contact:

- Local or state CAMPS Committee,
- State Employment Service,
- Regional Manpower Administration, or
- Manpower Administration, U.S. Department of Labor Washington, D.C. 20210

Cooperative Area Manpower Planning System (Camps)

To coordinate planning and action by government agencies on manpower programs, the Cooperative Area Manpower Planning System (CAMPS) involves eight Federal agencies—the Departments of Labor; Housing and Urban Development; Health, Education and Welfare; Commerce; Agriculture; Interior; the Civil Service Commission; and the Office of Economic Opportunity.

CAMPS recognizes that the focal point for action is the local community where the manpower services and their clients can come together. Therefore, the basic CAMPS unit includes the local agency representatives of the participating manpower programs. CAMPS encourages community leaders, employers, labor

union officers, and others with manpower interests to work with the local committees. For this reason, in a number of places, CAMPS has taken the initiative in organizing local Jobs for Veterans action groups, and has brought about effective coordination of local resources to accomplish the goals of Jobs for Veterans.

The basic job of a committee is to develop annually a comprehensive manpower plan for its area that links Federal programs and Local efforts.

Concentrated Employment Program

The Concentrated Employment Program (CEP) brings together all available resources to help the Nation's most severely disadvantaged groups. Several new approaches are involved. CEP attempts to coordinate Local, State, and Federal manpower efforts to make a significant impact on the unemployment and underemployment problems of both urban and rural areas. It involves local business and labor groups in the manpower problems of the community.

CEP combines funds which would otherwise have been used for separate manpower programs such as Neighborhood Youth Corps, Operation Mainstream, or classroom and on-the-job training under the Manpower Development and Training Act (MDTA) and channels them into one full-range project.

CEP projects are planned and carried out by local sponsors, either the local Community Action Agency (CAA) of the Office of Economic Opportunity or a local unit of government.

There is no one standard method of operation for CEP projects. Plans are developed by the sponsor to meet local needs, and the "program mix" of on-the-job or classroom training, work experience, orientation, counseling, and support services depends upon the characteristics of the local residents.

Concerted Services in Training and Education

The Concerted Services in Training and Education (CSTE) Program determines which manpower programs are most urgently needed in a specific area, what arrangements should be made to provide educational and training programs, and what must be done to encourage the disadvantaged to use the new opportunities which will help them to obtain and hold a job.

The need for a CSTE program in an area is determined through Rural Development Committees and CAMPS Committees. If need for such a program is established, the request for a CSTE program can be made to the interagency task force at the national level.

AFL-CIO Veterans' Assistance Program

Administered by: AFL-CIO Human Resources Development Institute (HRDI).

Purpose: To help veterans find jobs or training opportunities in their home towns through union channels. Servicemen being processed for discharge at several West Coast separation centers are briefed by HRDI staff, at the center, on the national job situation. This is followed by individual interviews with those veterans who request it. Information on their job skills and preferences or training needs is forwarded to the HRDI (or AFL-CIO central labor council) office in their home towns. HRDI staff and the AFL-CIO central labor council are prepared to use their knowledge of the local job market and their union contacts to place veterans in jobs or training.

For the many veterans who are not reached by the AFL-CIO Veterans' Assistance Program, the 50 local and area HRDI offices are available to provide assistance in finding jobs or training.

Source of more information: Veterans are urged to contact the AFL-CIO central labor council in their community as soon as possible after being separated

or

Veterans' Assistance Program
AFL-CIO Human Resources
Development Institute
815 16th Street, N.W.
Washington, D.C. 20006

Apprenticeship Outreach Program

Administered by: Department of Labor.

Purpose: To conduct pre-apprenticeship training through contracts with industry, labor and other organizations. The program helps young men pass the examinations for entrance into apprenticeships.

Source of more information:

Bureau of Apprenticeship and Training
Department of Labor
Washington, D.C. 20210

or

Regional Offices of Manpower
Administration

Apprenticeship Training Program

Administered by: Department of Labor, in cooperation with industry and labor.

Purpose: To enable a trainee to work as a full-time employee, receiving apprenticeship training as he earns a salary. Apprenticeships can be arranged in a wide range of occupations.

Source of more information:

Bureau of Apprenticeship and Training
Department of Labor
Washington, D. C. 20210

Career Opportunities Program (COP)

Administered by: U.S. Office of Education.

Purpose: To provide a work/study opportunity for persons from low income backgrounds to prepare them for teaching positions in low income schools. Trainees need not have a high school diploma but they must meet locally prescribed conditions. A substantial percentage of COP funds are earmarked for Vietnam-era veterans.

Projects are administered on the local level by the school district in cooperation with a college or university. The trainee works part-time in the school district as a teacher aide and attends college part-time. The trainee receives a weekly stipend of up to $90 per week. A veteran also receives a percentage of his VA educational benefits based on the number of hours of college work carried. Additionally, the cost of the veteran's college work is paid by the COP Project. For example, a veteran in COP project could receive a stipend of $90 per week; plus 50% of VA educational benefits of $81, for a total of $441 per month, plus tuition free college work.

Source of more information: State education agency, for a list of COP projects, or

Bureau of Educational Personnel
Development
U.S. Office of Education
Washington, D.C. 20202

A related program, "Teacher Corps," is also administered by the U.S. Office of Education and is aimed at strengthening the education opportunities available to children from low-income families.

Federal Civil Service Preference

Administered by: U.S. Civil Service Commission.

Purpose: To give preference in Federal employment throughout the country

to qualifying veterans in areas such as:

- Competitive Civil Service Commission exams (10 point preference to veterans with a service-connected disability, 5 point preference to other veterans);
- Waiver of age, height, and weight requirements in most instances;
- Restriction of examination for jobs as guard, elevator operator, messenger, and custodian to veterans as long as veteran applicants are available;
- Re-employment rights and crediting of time spent in active military service toward experience required for eligibility in position of kind held before service (or on the basis of actual experience gained in the Armed Forces);
- Precedence on Civil Service registers (lists of eligible applicants);
- Review by Civil Service Commission of agency's reason for passing over veterans and selecting nonveteran;
- Exemption from law prohibiting Federal employment to more than two members of a family residing in the same household and exemption from the "quota" of persons from each state who can be appointed in Washington, D.C.;
- Preference for retention when a reduction in force take place;
- Right under certain conditions to file application after closing date of examination; and
- Special appointments for recently discharged veterans.

Source of more information: Most large post offices, Federal Job Information Centers, other Civil Service Commission Offices, United States Veterans Assistance Centers or

United States Civil Service Commission
Washington, D.C. 20415

Job Placement Services (State Employment Service)

Administered by: State Employment Service in cooperation with U.S. Department of Labor.

Purpose: To provide job referral and counseling services, with priority given to veterans and preferential treatment to disabled veterans. Each of the 2,200 state employment service offices maintains a system of current job listings; over 100 cities have computerized job banks. Every office is staffed with at least one veterans employment representative (VER) to give special assistance to veterans.

Source of more information: Local State Employment Service Offices.

Manpower and Business Development

Administered by: Department of Housing and Urban Development.

Purpose: To expand the available labor supply in the housing, construction and urban development industries, and insure that training, employment and business opportunities within these industries are made available to the program area residents (i.e., the poor and minority group individuals).

Source of more information: The Equal Opportunity Director at the nearest office of the Department of Housing and Urban Development or

Manpower and Business Development
Office of Equal Opportunity
Department of Housing and Urban Development
Washington, D.C. 20410

Manpower Development and Training Act (MDTA)

Administered by: U.S. Department of Labor and U.S. Office of Education.

Purpose: This program provides training for unemployed or underemployed persons who cannot reasonably obtain full-time employment without training. Training includes, but is not limited to, basic education, communication skills, employability skills and occupational training, including on-the-job training.

Institutional training, including skill center operations, is the responsibility of the Secretary of Health, Education and Welfare, and is conducted through state education agencies or by direct contract with the U.S. Office of Education.

On-the-job training is arranged both by the U.S. Department of Labor through direct contracts with private agencies or organizations, and by the state employment security agencies.

The program provides payment of training allowances up to 104 weeks to eligible trainees, plus transportation and subsistence allowances. The institutional allowance costs are paid by the Federal Government. On-the-job trainees are paid by employers.

Workers given priority for training include: 1) veterans; 2) the unemployed; 3) persons working below their skill capacity or substantially less than full time; 4) those unemployed because their skills have or will become obsolete; 5) disadvantaged youth between 16 and 22 years of age who are out of school and in need of occupational training; and 6) persons who will be trained for skills needed within the labor area in which they live or within their state.

Source of more information: Schools and other non-public agencies interested in institutional training should contact either their state education agency or the U.S. Office of Education (Division of Manpower Development and Training), Washington, D.C. 20202. All others should contact either their local or state employment service office, or the Manpower Administration, U.S. Department of Labor, Washington, D.C. 20210.

MEDIHC (Military Experience Directed Into Health Careers) Program

Administered by: Department of Defense and Department of Health, Education and Welfare.

Purpose: To assist Servicemen and women, trained in medical skills while in the service, in finding a career in the health field upon return to civilian life. The Serviceman is contacted 3-6 months prior to separation through Department of Defense's Transition Program, and efforts are made to counsel and place him in an appropriate health career, or to refer him to a state MEDIHC agency for follow-up counseling.

Source of more information:
Director, Training Program
ATTN: DOD MEDIHC Coordinator
Office of the Assistant Secretary of Defense (M&RA)
The Pentagon
Washington, D.C. 20301

New Careers

Administered by: Department of Labor.

Purpose: To train and place disadvantaged unemployed or underemployed adults, 22 years old or over, in supporting or paraprofessional jobs which have built-in assurance of career advancement; to redesign professional jobs in public service fields, removing tasks which require no specialized training enabling the professional worker to put his training to good use. New Careers trains for jobs such as police aides, library aides, and social service aides. Police records or lack of education are no barriers to enrollment, and no written tests are required.

Grants for the New Careers program are made by the Department of Labor to local sponsors who must be public or private non-profit organizations. In many cases, the New Careers program is run through the CEP program. See also Public Service Careers.

Source of more information:

Manpower Administration
U.S. Department of Labor
Washington, D.C. 20210
or
Regional Offices of the Manpower Administration

On-the-Job And Apprenticeship Training Assistance (GI Bill)

Administered by: Veterans Administration.

Purpose: To provide veterans enrolled in approved programs of on-the-job or apprenticeship training with a monthly allowance to supplement their starting wages. The allowance is paid directly to the veteran and can continue as long as two years for approved on-the-job training, and longer for apprenticeship training. The amount of each monthly payment is determined by the number of veteran's dependents and the length of time he has been in training (after each 6 month period the amount is decreased). A married veteran with one child receives $133 for the first 6 months.

Source of more information: Local VA offices or
Veterans Administration
810 Vermont Avenue, N.W.
Washington, D.C. 20420

Opportunities Industrialization Centers (OIC)

Administered by: Cooperative arrangement in 16 cities between Department of Labor, Department of Health, Education and Welfare, and the Office of Economic Opportunity; in certain other communities, OICs are either self-supporting or receive financial support from other manpower programs.

Purpose: The OIC is a privately organized and directed training program, emphasizing minority group leadership and enrollment, extensive use of volunteers, and assistance and participation by industry. It recruits and trains unemployed workers who ordinarily have not been attracted to public agency programs, providing motivational and basic work orientation in a "feeder" center, and occupational training in skill development centers. A key feature of the program is to involve employers in the training and subsequent placement of participants.

Plans are being made to increase emphasis on assisting veterans.

Source of more information: State Employment Service Office, Local OIC facilities, or

OIC National Institute
100 West Coulter Street
Philadelphia, Pennsylvania 19144

Physician Assistant/Physician Support Personnel

Administered by: Individual medical schools and centers, hospitals, universities, etc.

Purpose: To train technicians and medical assistants to help alleviate the present shortage of physician services and to make adequate health care available to more people. A broad range of programs train assistants for physicians in general, pediatric and orthopedic practices, specialists in emergency medical care and surgical technician specialists. More than half of these programs require previous experience in the health field (e.g., that of nurses and medical corpsmen). The period of training varies from one to four years. The educational settings vary widely and include private hospitals, clinics, two-year and four-year colleges. Approximately 125 programs in 35 states are operational, although many are "demonstration" or experimental programs, enrolling only a very few students. Of these programs 47 accept only nursing students. Over 1,000 individuals are in training; an additional 1,000 have already graduated.

Source of more information: State MEDIHC agency, or
National MEDIHC Coordinator
Bureau of Health Manpower Education
National Institutes of Health
Bethesda, Maryland 20014

A free information bulletin, "Current Status of Physician Assistant Concept," is published by the American Medical Association, and gives up-to-date information about opportunities in this field. Write to:
AMA, Department of Health Manpower
535 Dearborn Street
Chicago, Illinois 60610

Police Manpower

Administered by: International Association of Chiefs of Police and the Department of Defense (through Transition Program). Funds are provided by the Manpower Development and Training Act.

Purpose: To assist State and Local law enforcement agencies in meeting critical personnel shortages throughout the U.S. The program operates on the premise that the returning Servicemen with his relative maturity and disciplined background offers a prime manpower source for the law enforcement profession.

Source of more information:

Director, Training Programs
Office of the Assistant Secretary of Defense (M&RA)
The Pentagon
Washington, D.C. 20301

Public Employment Program

Administered by: Department of Labor.

Purpose: To provide work and training for the unemployed and under employed through transitional jobs in the public sector during periods of high unemployment, while allowing State and Local governments to meet urgent needs for public services. Special consideration will be given to recent Vietnam and Korean veterans. Participants will be paid the prevailing wage or minimum wage, whichever is higher, and will receive the same benefits as other public employees.

Source of more information: Local State Employment Service Offices or
Regional Manpower Administration Offices of the U.S. Department of Labor
or
Office of Public Employment Program
Manpower Administration
U.S. Department of Labor
Washington, D.C. 20210

PUBLIC SERVICE CAREERS

Administered by: Department of Labor.

Purpose: To provide on-the-job training and supportive services to enable disadvantaged persons to qualify for jobs with state and local governments and

private non-profit agencies. (The New Careers Program is incorporated into this program). Each trainee must be guaranteed a job upon successful completion of training and receive all benefits and privileges given to other full-time employees.

Source of more information: Regional Offices of the Manpower Administration or

Office of Systems Support
U.S. Training and Employment Service
Manpower Administration
U.S. Department of Labor
Washington, D.C. 20210

REEMPLOYMENT RIGHTS FOR VETERANS

Administered by: Department of Labor (or U.S. Civil Service Commission, for Federal employment).

Purpose: To enable an honorably discharged veteran to return to the position he would have attained (or another position of comparable seniority, status and pay) had he not served on military duty. His entitlement includes all benefits he would have received had he not been absent, such as pay increases. He must be qualified to do the job to which he returns; if disabled in service, the veteran is entitled to another job of comparable seniority, status and pay. The job the veteran left must have been non-temporary, and he may not have served more than 5 years (all service over 4 years at the request of the Government). He generally must apply to his employer within 90 days after separation from active duty or release from hospitalization. Reservists and National Guardsmen returning from initial active duty for training of 3 of more months have 31 days in which to apply; otherwise they must report back for the next regularly scheduled work period after their return home. Veterans returning from active duty have protection against discharge without cause for one year.

Source of more information: Veterans Reemployment Rights representative at Department of Labor Regional Offices or

Office of Veterans Reemployment Rights
U.S. Department of Labor
Washington, D.C. 20210

REFERRAL PROGRAM

Administered by: Department of Defense.

Purpose: To enhance the employment opportunities of the 65-70,000 Servicemen who leave the Armed Forces annually after a career of 20-30 years in uniform. Pre-retirement counseling will be followed by the Serviceman's voluntary registration (prior to separation) of his employment preferences and other personal data into a Referral computer facility. Public and private employers may similarly submit job orders to the facility. Computer-printed resumes of individuals who meet job qualifications will then be provided to the employer. The employer may contact any or all of the personnel described in the resumes he receives.

Source of more information: Director, Training Programs
Office of Assistant Secretary of Defense (M&RA)
The Pentagon
Washington, D.C. 20301

Employers should contact: Centralized Referral Activity
Defense Electronics Supply Center
ATTN: DESC-R
Dayton, Ohio 45401

SMALL BUSINESS LOANS AND ASSISTANCE

Administered by: Small Business Administration.

Purpose: Several programs have been designed to provide loans, loan guarantees, lease guarantees, and management and technical assistance to persons needing this assistance for the purchase, construction, expansion, etc., of small business. Disadvantaged and minority applicants are given special consideration under certain programs. A booklet, "Business Loans for Veterans," is also available.

Source of more information: Small Business Administration
1441 L Street, N.W.
Washington, D.C. 20416
(Office of Business Loans, Office of Business Development, Office of Management Assistance Economic Opportunity Loan Division)

TRANSITION PROGRAM

Administered by: Department of Defense.

Purpose: To provide maximum in-service training or educational opportunities to Servicemen during their last 6 months of duty in order to prepare them for re-entry into a productive civilian life. Emphasis is placed on four basic items: counseling, skill training, education and placement. Priority is given to enlisted personnel who:

- Are combat disabled (both officer and enlisted);
- Are ineligible to reenlist;
- Entered service with no civilian job experience and did not acquire civilian-related skills during their period of active duty;
- Served almost exclusively in the combat-type military specialties;
- Have low educational achievement;
- Desire upgrading of their military skills which are civilian-related;
- Require refresher training in civilian skills acquired prior to service: and
- Are retiring and desire to obtain useful civilian skills.

The training and education offered depend on the resources which become available through cooperative efforts of the public sector (Federal, State and Local governments, schools and colleges) and the private sector (business and industry, labor, management, and private educational institutions).

Source of more information: Nearest military installation or
Director, Training Programs
Office of the Assistant Secretary of Defense (M&RA)
The Pentagon
Washington, D.C. 20301

UNEMPLOYMENT COMPENSATION FOR EX-SERVICEMEN (UCX)

Administered by: Department of Labor in cooperation with the State Unemployment Insurance (UI) service.

Purpose: To furnish financial benefits to unemployed veterans through Federal and State cooperation, by providing that active (honorable) military service will be considered the same as civilian employment for state UI purposes. States have direct responsibility for establishing and operating their own unemployment insurance programs, while the Federal Government finances the cost of the administration. Benefit payments generally may be made for a period of 26 weeks over a period of a year. Extended benefits of up to 13 additional weeks are possible in some states.

Source of more information: Local State Employment Service or
Bureau of Unemployment Insurance
Manpower Administration
U.S. Department of Labor
Washington, D.C. 20210

URBAN LEAGUE MILITARY AND VETERANS AFFAIRS PROGRAM

Administered by: National Urban League.

Purpose: To increase justice and opportunities for Servicemen and to assist them when they become veterans in obtaining employment, education, housing, and welfare benefits. The program was founded in 1967 by its first Executive Director, the late Mr. Whitney M. Young, in eight cities: Atlanta, Chicago, Cleveland, New Orleans, New York, Pittsburgh, San Francisco, and Washington, D.C. Plans call for expansion of this program into 41 cities and into 33 military installations this fiscal year. The expanded program will include a computerized program to facilitate handling the increased requirements.

Referrals for employment from Servicemen are submitted through the separate services to the National Urban League 90 to 120 days prior to the date of discharge. The program works with industry, institutions and governmental organizations and agencies to develop employment and educational opportunities in response to the Servicmen's abilities and/or desires. An agreement with the American Red Cross has been particularly valuable in arranging assistance in areas where there is no Urban League affiliate.

Source of more information: Local Urban League Office or
Mr. Lewis C. Olive, Jr.
Director, Military and Veterans Affairs, Urban League
55 East 52nd Street
New York, New York 10022
Telephone: (212) 751-6077

VETERANS JOBS (JOB OPPORTUNITY IN THE BUSINESS SECTOR) PROGRAM

Administered by: National Alliance of Businessmen (NAB) in cooperation with the Department of Labor.

Purpose: To find jobs for 100,000 veterans during the first year of the Veterans JOBS Program, in addition to the NAB goal of hiring and training 225,000 to 250,000 disadvantaged persons. The primary emphasis will be on those veterans who have the least marketable skills. Pledges for jobs will be developed through NAB's Metro offices in 160 cities, manned by loaned executives from private industry. These pledges will generally be referred to the State Employment Service, which will locate veterans to fill the jobs. The expenses associated with hiring individuals under the NAB's program are handled in two ways: (1) under a contract with the Department of Labor the employer may be reimbursed to offset extraordinary costs incurred; (2) under the non-contract program the employer pays all costs involved. It is anticipated that most individuals benefiting from the Veterans JOBS Program will be hired under the second arrangement.

Source of more information: Local NAB Metro Chairmen or
Mr. Harry Stroud, V.P. for Veterans Affairs
National Alliance of Businessmen
1730 K Street, N.W.
Washington, D.C. 20006

VETERANS READJUSTMENT APPOINTMENTS

Administered by: U.S. Civil Service Commission.

Purpose: To provide special Federal civilian jobs to returning veterans with no more than 2 years of education beyond high school who agree to participate in a training or educational program. These positions are at grades GS-1 to 5, or the equivalent; eligibility extends for one year after separation for honorably discharged veterans with at least 180 days of active duty, or less if there is a service-connected disability. ("Active duty for training" does not qualify.) A veteran can hold the appointment only as long as he shows satisfactory progress in his education or training program, as well as on the job. After two years of satisfactory service, the appointment automatically becomes a regular civil service appointment. Provision has recently been made for promotion above the GS-5 level under certain circumstances. During the first 18 months the program was in operation (April 1970 to September 1971), more than 10,000 of these special appointments were made. A pamphlet, "Veterans Readjustment Appointments," is available upon request

Source of more information: Area or regional Civil Service Commission Offices or
U.S. Civil Service Commission
Washington, D.C. 20415

VETERANS SERVICE ORGANIZATIONS' JOB ASSISTANCE PROGRAMS

Purpose: The major national veterans service organizations work closely with job-related Federal and State agencies, cooperating with and supporting their efforts. Full-time accredited representatives of certain veterans organizations may be furnished available space and office facilities at VA offices. These representatives support the activities of the State Employment Service and provide free counseling and guidance to veterans on their benefits. The American Legion, the AMVETS, the Disabled American Veterans, the Veterans of Foreign Wars and a number of the other larger veterans organizations have national employment committees that support and oversee the activities of state and local employment officers. In addition, most national veterans organizations sponsor a variety of awards and ceremonies to recognize and encourage outstanding service by groups and individuals to veterans. The Veterans of Foreign Wars, for example, sponsors a National Annual Awards Program which recognizes local State Employment Service offices providing the most outstanding service to veterans. In mid-1970, the American Legion established its own national "Jobs for Veterans" program. As part of the program, the American Legion has been active in initiating and coordinating job fairs throughout the country.

Although the job-assistance programs of most veterans organizations are designed primarily to support existing government-sponsored programs, local chapters of national organizations have often developed aggressive independent programs to benefit veterans in their area.

Source of more information: National Headquarters (listed below) or
Local chapters of veterans service organizations

Mr. Austin E. Kerby, Director
National Economic Commission
The American Legion
1608 K Street, N.W.
Washington, D.C. 20006

Mr. Norman D. Jones
National Rehabilitation Service
Veterans of Foreign Wars
of the United States
200 Maryland Avenue, N.E.
Washington, D.C. 20002

Mr. Leon Sanchez
Nat'l. Service and Legislative Director
AMVETS
National Headquarters
1710 Rhode Island Avenue, N.W.
Washington, D.C. 20036

Mr. Norman B. Hartnett
National Director of Employment
National Service Office
Disabled American Veterans
1221 Massachusetts Avenue, N.W.
Washington, D.C. 20005

WATER POLLUTION CONTROL

Administered by: Environmental Protection Agency, in cooperation with the Departments of Labor, and Health, Education and Welfare.

Purpose: To encourage and assist appropriate agencies, institutions and individuals to conduct training in water pollution control. On the national level, on-the-job training programs are conducted through contracts with the U.S. Departments of Labor, and Health, Education and Welfare; many are Manpower Development and Training Act (MDTA) projects. A subsistence allowance is paid to trainees in these programs. On State and Local levels, Environmental Protection Agency (EPA) personnel organize and assist in carrying out operator training programs, and establish close relationships with the State and interstate water pollution control administrators within their regions.

The program is aimed at (1) present waste treatment plant operators whose skills can be improved to help meet standards required by the Water Quality Act of 1965; (2) plant laborers whose skills can be upgraded to become waste treatment plant operators to meet present and future manpower requirements; (3) new employees in water pollution control who can be trained at all levels, including the professional but with major emphasis on operators, technicians, and maintenance trainees.

In nine states, institutional training programs will be conducted at community colleges or vocational training schools in cooperation with publicly owned waste-water treatment plants. Training takes place in these plants as well as in the classroom. EPA is encouraging veterans to enroll; in addition to a subsistence allowance, veterans are eligible for monthly GI Bill benefits.

Source of more information: State or Interstate Water Pollution Control Agency or
Manpower and Training Division
Water Quality Office
Environmental Protection Agency
Washington, D.C. 20242

REHABILITATION SERVICES ADMINISTRATION (RSA) PROGRAM

Administered by: Department of Health, Education and Welfare in cooperation with vocational rehabilitation agencies.

Purpose: Veterans who might not qualify for Veterans Administration programs (disabled due to misconduct or those who have used up the maximum amount of VA training) may be eligible for State-Federal vocational rehabilitation.

Source of more information: State vocational rehabilitation agency of jurisdiction (a pamphlet is also available from the Department of Health, Education and Welfare).

VOCATIONAL REHABILITATION FOR DISABLED VETERANS

Administered by: Veterans Administration.

Purpose: To provide vocational counseling and rehabilitation for veterans whose service-connected disability has resulted in a pronounced employment handicap. While in training the veteran may receive a subsistence allowance in addition to his disability compensation, plus tuition, books and fees; training may continue for up to four years, and in some cases beyond four years.

Source of more information: Local VA office or Hospital or
Veterans Administration
810 Vermont Avenue, N.W.
Washington, D.C. 20420

COLLEGE WORK-STUDY PROGRAM

Administered by: U.S. Office of Education (Department of Health, Education and Welfare).

Purpose: To furnish Federal funds to subsidize work programs providing jobs for needy undergraduate and graduate students. Federal funds amount to 90 percent; the remaining 10 percent is provided by the participating college or business. Students may work an average of up to 15 hours a week while attending classes full-time and up to 40 hours a week during summer or other vacations. Jobs may be on or off-campus with a public or other non-profit agency. Veterans may draw VA education benefits while participating in the program, but participation of any individual is based upon need as determined by the college financial assistance officer.

Source of more information: Financial aid officer at the appropriate college or
Division of Student Assistance
Bureau of Higher Education
Office of Education
Washington, D.C. 20202

Free pamphlet: "The College Work-Study Program"

EDUCATION OPPORTUNITY GRANT

Administered by: U.S. Office of Education (Department of Health, Education and Welfare).

Purpose: To provide grants of up to $1,000 per year for full-time undergraduate students in such exceptional financial need that they could not otherwise attend college. These grants do not have to be repaid. Veterans are eligible for Educational Opportunity Grants while drawing VA education benefits; grants are made on the basis of need as determined by the college financial assistance officer.

Source of more information: Financial aid officer at the appropriate college or
Division of Student Assistance
Bureau of Higher Education
Office of Education
Washington, D.C. 20202

"GI BILL" EDUCATION ASSISTANCE

Administered by: Veterans Administration.

Purpose: To provide a substantial allowance for veterans enrolled in an approved course of education or training, usually for a period of up to 36 months. Payments are made directly to the veteran to help offset the costs of tuition and other expenses, according to the number of his dependents and the type of training, which can include the following:

- Institutional (full or part-time), pre-high school, trade school, college or university;

- On-the-job or apprenticeship training;
- Farm cooperative training;
- Correspondence courses;
- Flight school;
- Remedial or tutorial services;
- Predischarge education program leading to high school diploma (PREP); and
- Other institutional programs for active duty Servicemen.

Source of more information: Local VA Office or
Veterans Administration
810 Vermont Avenue, N.W.
Washington, D.C. 20420

SPECIAL SERVICES FOR DISADVANTAGED STUDENTS

Administered by: U.S. Office of Education (Department of Health, Education and Welfare).

Purpose: To help low income, minority and physically handicapped students begin or continue post-secondary education and to assist them in completing their education with success and dignity.

The program works closely with students receiving Educational Opportunity Grants aid those placed in college by the Talent Search Program.

Source of more information: Division of Student Assistance
Bureau of Higher Education
Office of Education
Washington, D.C. 20202

TALENT SEARCH

Administered by: U.S. Office of Education (Department of Health, Education and Welfare).

Purpose: To find financially or culturally needy students of exceptional potential and urge them to consider post-secondary education. Talent Search does not have funds for the individual student, but its workers know where opportunities in the community are. The program operates on a highly personal basis; its workers, under contract with the U.S. Office of Education, actively seek recently separated veterans and others who could benefit from college or vocational training but don't know how to go about it, can't afford it, or have never been motivated.

Source of more information: Division of Student Assistance
Bureau of Higher Education
Office of Education
Washington, D.C. 20202

LOANS, SCHOLARSHIP AND OTHER FINANCIAL ASSISTANCE

A number of loans, grants, fellowships, and scholarships are available to students in any field of study through the U.S. Office of Education. Two of these are listed below.

NATIONAL DEFENSE STUDENT LOANS

Administered by: U.S. Office of Education (Department of Health, Education and Welfare).

Purpose: To establish loan funds at accredited higher education institutions to permit needy undergraduate and graduate students to complete their education. The institution must match with $1 for each $9 Federal.

Source of more information: Financial aid officer at the appropriate school or
Division of Student Assistance
Bureau of Higher Education
Office of Education
Washington, D.C. 20202
Two free pamphlets: "More Education—More Opportunity" "Financial Aid for Higher Education"

HIGHER EDUCATION ACT INSURED LOANS—GUARANTEED STUDENT LOAN PROGRAM

Administered by: U.S. Office of Education (Department of Health, Education and Welfare).

Purpose: To authorize loans from private lenders to be federally guaranteed and insured for undergraduate and graduate students at accredited institutions (including vocational and technical). Payment of the loan may be deferred during years while the student is attending school and during this period interest charges of up to 7 percent will be paid by the Federal Government.

Source of more information: A local private lender or
Division of Student Assistance
Bureau of Higher Education
Office of Education
Washington, D.C. 20202
Free pamphlet: "Federally Insured Student Loans"

Listed below is an example of a loan restricted to students in a specific career:

LAW ENFORCEMENT EDUCATION PROGRAM (LEEP)

Administered by: Department of Justice.

Purpose: To provide loans under the 1968 Safe Streets and Crime Control Act of up to $1,800 per year to full-time students in law enforcement-related fields. Loans are written off at the rate of 25 percent for each year of employment in a law enforcement-related job. School financial assistance officers determine to whom these loans will be given.

Source of more information: School financial assistance officer, or
Manpower Development Assistance Division
Law Enforcement Assistance Administration
Department of Justice
Washington, D.C. 20530

VOCATIONAL EDUCATION

Administered by: U.S. Office of Education (Department of Health, Education and Welfare) through grants to State school systems.

Purpose: To provide comprehensive occupational training, primarily in a classroom setting (full or part-time), for youths or adults. Training can be conducted in or out of regular public schools; new emphasis has been placed on the poor and disadvantaged. Generally, one dollar of Federal funds is provided for every dollar of State funds.

Source of more information: Division of Vocational and Technical Education
Office of Education
Washington, D.C. 20202
Pamphlet: "Learning for Earning," Government Printing Office, $0.25

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